



NAHAM 2024 Annual Conference Exhibitor Schedule

Dear NAHAM Exhibitor:

Thank you for joining us at this year's NAHAM Annual Conference! The following is your Exhibitor Service Manual, which includes all necessary forms and information needed to ensure your successful participation in the NAHAM 50th Annual Conference. Please forward this manual to everyone on your team that April benefits from this information.

Please take the time to review this information and pay special attention to the deadlines on the various order forms. Ordering early will save you time and money. In addition, we also highly encourage all exhibitors to ship their materials to the advanced warehouse. This will ensure timely arrival of all your items from the warehouse to your booth on site.

If you are hiring an outside contractor (contractors not specifically mentioned in this manual), please notify them of the insurance requirements for access to the show floor and inform NAHAM Show Management of the company name and personnel.

As the NAHAM Show Management team, we are here to assist you as you prepare for the NAHAM 50th Annual Conference. If you have any questions, please feel free to reach out to us for additional assistance.

Exhibitor Move-In:

Tuesday, April 23 11:00 a.m. - 5:30 p.m.

All exhibits must be fully operational by 4:30 p.m., Tuesday, April 23. After this time, no installation work will be permitted without special permission from NAHAM Show Management.

Show Hours:

Tuesday, April 23 5:30 p.m. – 7:00 p.m. *Meet & Greet*

Wednesday, April 24
10:15 a.m. – 10:45 p.m.
11:30 a.m. – 3:15 p.m.
4:15 p.m. – 6:30 p.m. *Reception*

Thursday, April 25
8:30 a.m. – 9:15 a.m.
11:15 a.m. – 1:30 p.m. *Lunch*

Exhibitor Move-Out:

Thursday, April 25 1:30 p.m. – 6:00 p.m.

We look forward to seeing you in April! Sincerely,

NAHAM Exhibits & Sponsorship Team

National Association of Healthcare Access Management
330 N. Wabash Ave, Suite 2000
Chicago, IL 60611

Email: exhibits@naham.org